



## ZOOM – SETTINGS AND TIPS TO HELP YOU HOST SECURE MEETINGS

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**Zoom Security Settings Tutorial Video – Filmed by Matt Jewell [16 Minutes]**

<https://www.youtube.com/watch?v=Bxfp9W-dG9M>

**Zoom Blog: How to Keep Uninvited Guests Out of Your Zoom Event | 3/20/2020**

<https://blog.zoom.us/wordpress/2020/03/20/keep-uninvited-guests-out-of-your-zoom-event/>

**Zoom: April 2020 Settings Updates:**

<https://support.zoom.us/hc/en-us/articles/360041408732>

**How to Prevent “Zoombombing” ADL Article:**

<https://www.adl.org/blog/how-to-prevent-zoombombing?fbclid=IwAR2guXa7usOulzAgyEGO1piULEvQg74nXB-sqU9O8jY3Zr8pbRLOu91LWkw>

**Zoom Safety General Checklist:**

*Note: The majority of these are found under your Zoom profile settings*

- Disable “Join Before Host”
- Disable “File Transfer”
- Disable Screen Sharing for Non-Hosts
- Disable “Remote Control”
- Disable “Annotations”
- Enable “Waiting Room”
- Disable “Allow Removed Participants to Rejoin”
- Lock the Meeting, if All Attendees are Present
- Assign Multiple Co-Hosts (If Desired)
- Create Meeting Passwords (Now a default feature with the 4/5/2020 Zoom Update)
- Use Per-Meeting ID, not Personal ID
- Do Not Share Your Meeting Invite Details/Link with the General Public (ex: on Twitter or your personal Facebook). Share Meeting Details/Link via Private Communication Channels.

**If you have any questions or would like to start an online group, please contact:**

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